

**GOVERNMENT OF ANDHRA PRADESH**  
**ABSTRACT**

LAW DEPARTMENT - Expenditure incurred on out-sourcing of Sri K.V.K.V. Prasad, Typist (Telugu) in Law Department on contract basis through private agency - Payment of Rs.3,964/- (Rupees three thousand nine hundred and sixty four only) to M/s. Signy Management Services Private Limited, Hyderabad for the months of July, 2009 to September, 2009 for the period from 21-07-2009 to 20-09-2009 Sanctioned - Orders - Issued.

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**LAW (M.I) DEPARTMENT**

G.O.Rt.No. 1706

Dated: 15-10-2009.

Read the following:-

1. G.O.Rt.No. 2501, Finance (SMPC) Department,  
Dated 13-07-2006.
2. G.O.Rt.No. 4271, Finance (SMPC) Department, Dated 1-11-2008.
3. G.O.Rt.No.1291, Law, Dated 29-07-2009.
4. Letter No.2672/59/M.I/2009, Law, Dated 05-08-2009.
5. G.O.Rt.No.1348, Law, Dated 05-08-2009.
6. From M/s.Signy Management Services Private Limited, Hyderabad,  
Letter, Dated 27-06-2009 & 21-07-2009 along with Bill No. 082 & 118,  
Dated 27-06-2009 & 21-07-2009 and Advance Stamped Receipt  
for Rs.13,336/-.
7. Letter No. 2672/59/M.I/2009, Law, Dated: 15-10-2009.

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O R D E R :-

In the G.O.3<sup>rd</sup> read above, orders have been issued continuing the following posts for one more year w.e.f. 02-04-2009 to 31-03-2010 on outsourcing basis as per the details shown below:-

Sl. No.	Name of the post	No. of posts	Remuneration per month (excluding other statutory payments)
(1)	(2)	(3)	(4)
1	Data Entry Operators	5	Rs.5,500/-
2	Typist (Telugu)	1	Rs.4,900/-
3	Attender (Office Subordinates)	2	Rs. 3,900/-

2. In the reference 4<sup>th</sup> read above, Sri K.V.K.V. Prasad, Typist (Telugu), Law Department was granted Extra-Ordinary leave on medical grounds from 10-06-2006 to 09-07-2009 and from 13-07-2009 to 24-07-2009 on loss of pay.

3. In the reference 5<sup>th</sup> read above, an amount of Rs. 4,607/- (Rupees four thousand six hundred and seven only) was sanctioned to M/s.Signy Management Services Private Limited, Hyderabad towards remuneration, 5% Agency Commission and other statutory payments for the months of May, 2009 to July, 2009 for the period from 21-05-2009 to 20-06-2009 and from 21-06-2009 to 20-07-2009 for sponsoring (1) Typist (Telugu) to Law Department on outsourcing basis, as per the orders issued in the G.O.2<sup>nd</sup> read above.

4. In the reference 6<sup>th</sup> read above, M/s. Signy Management Services Private Limited, Hyderabad has submitted bills along with Advance Stamped Receipt for a sum of Rs.3,949/- (Rupees three thousand nine hundred and forty nine only) towards remuneration, 5% Agency Commission and other statutory payments for the months of July, 2009 to September, 2009 for the period from 21-07-2009 to 20-09-2009 for sponsoring (1) Typist (Telugu) to Law Department on outsourcing basis.

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5. In the reference 7<sup>th</sup> read above, Sri K.V.K.V. Prasad, Typist (Telugu), Law Department was granted Extra-Ordinary leave for (40) days from 28-07-2009 to 05-09-2009 on medical grounds on loss of pay.

6. After careful examination, sanction is hereby accorded for payment of an amount of Rs.3,964/- (Rupees three thousand nine hundred and sixty four only) towards remuneration, 5% Agency Commission and other statutory payments for the months of July, 2009 to September, 2009 for the period from 21-07-2009 to 20-09-2009 to M/s. Signy Management Services Private Limited, Hyderabad for sponsoring (1) Typist (Telugu) to Law Department, as per the details shown below:-

<b>Bill No. &amp; Date</b>	<b>Total</b>	<b>Amount</b>	<b>Period/Classification</b>
Bill No.244, Dated: 22-9-2009.		Rs. 474.18 (for 3 days only)	From 25-07-2009 to 27-07-2009 (for 3 days only)
		Rs. 2,449.95 (for 18 days only) = Rs.2,924.13	From 06-09-2009 to 20-09-2009 (15 days only)
(-)		Rs. 350.89	12% on remuneration towards Employees Contribution to Provident Fund
Sub-Total (A)		Rs. 2,573.24	
(-)		Rs. 51.17	1.75% on remuneration towards Employees contribution to State Insurance (E.S.I)
Sub-Total (B)		<b>Rs.2,522.07</b>	<b>Remuneration to be paid to the employee.</b>
(+)		Rs. 350.89	12% on remuneration towards Employees Contribution to Provident Fund
(+)		Rs. 397.97	13.61% (12% on remuneration towards Employer's Contribution to Provident Fund + 1.61% Administrative Charges)
(+)		Rs. 51.17	1.75% on remuneration towards Employee's contribution to Employee's State Insurance)
(+)		Rs.138.89	4.75% on remuneration towards Employer's contribution to Employee's State Insurance.
Sub-Total (C)		Rs.3,460.99	

	B/F	Rs.3,460.99	--
	(+)	Rs.356.48	10.3% on Total Bill (10% Service Tax and 3% on Service Tax towards Education Cess)
	(+)	Rs.146.20	5% on remuneration towards Agency Commission
	Grand Total	Rs.3,963.67 rounded to Rs.3,964/-	--

(Rupees three thousand nine hundred and sixty four only)

7. The expenditure sanctioned in para (6) above shall be debited to “2052 Secretariat General Services - M.H 090 Secretariat - S.H. (10) Law Department - D.H. 300 Other Contractual services”.

8. Law (Claims) Department are requested to draw an amount Rs.3,964/- (Rupees three thousand nine hundred and sixty four only) sanctioned at para (6) above and disburse the same to M/s.Signy Management Services Private Limited, Hyderabad under proper acknowledgment.

9. The Managing Director, M/s. Signy Management Services Private Limited, Hyderabad is directed to pay an amount of Rs.2,522.07 rounded to Rs.2,522/- (Rupees two thousand five hundred and twenty two only) (excluding E.P.F. and E.S.I towards employee's contribution) to Sri.K.V.K.V. Prasad, Typist (Telugu), Law Department towards remuneration for the months of July, 2009 to September, 2009 for the period from 25-07-2009 to 27-07-2009 and from 06-09-2009 to 20-09-2009 (18 days only) and produce a certificate regarding proper remittance of E.P.F. and E.S.I contributions (Employee's + Employer's) for release of payment for subsequent month. Any violation, noticed in payment of remuneration to the individual employed through the agency and remittance of EPF/ESI contributions, action will be taken against the Outsourcing agency as per rules.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**V. SURI APPA RAO,  
Secretary to Government,  
Legal Affairs.**

To

The Managing Director,  
M/s. Signy Management Services Private Limited,  
Street No.8, Beside State Bank of Hyderabad,  
Nallakunta,

**HYDERABAD- 500 044.**

Copy to: The D.P.A.O., Secretariat Branch, Hyderabad.

- ,, : Law (Claims) Department.
- ,, : The Branch Manager, E.S.I. Corporation, Chikkadpally, Hyderabad.
- ,, : Employees' Provident Fund Organization, Bhavishyanidhi Bhavan, Barkatpura, Hyderabad.
- ,, : S/f and S/c.

// forwarded by order //

**SECTION OFFICER**